

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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February 3, 2004

FROM: MARCEL TURNER, Director
Human Resources

**SUBJECT: COUNTY DRIVER TRAINING/DEPARTMENT OF MOTOR VEHICLES
EMPLOYER TESTING PROGRAM**

RECOMMENDATION: Authorize the Risk Manager, acting as Authorized Administrator, to sign a contract with the California Department of Motor Vehicles (DMV) authorizing the Risk Management Division, Human Resources, to issue Certificates of Driving Skill from February 3, 2004 through February 2, 2005.

BACKGROUND INFORMATION: The DMV's Employer Testing Program permits California employers to train and certify employees who drive Class A or Class B vehicles in lieu of the employee taking the DMV road test.

County operations utilize a variety of motor vehicles. Many work assignments require a driver to have either a Class A or Class B operator's license. Public Works Department and the Agriculture/Weights and Measures Department, as well as Risk Management Division, conduct training programs to assure employees are qualified to obtain the appropriate operator's license. Risk Management Division maintains documentation of department training programs and individual employee training to validate Certificates of Driving Skill issued to County employees. This contract will allow the continuance of this program.

The California DMV will not sign or authorize this contract until it has been signed by the Authorized Administrator.

REVIEW AND APPROVAL BY OTHERS: This item has been reviewed by County Counsel (Michael Sachs, Chief Deputy County Counsel, 387-5281) on January 7, 2004 and the County Administrative Office (Daniel R. Kopp, Administrative Analyst, 387-3828) on January 23, 2004.

FINANCIAL IMPACT: There are no costs associated with this contract. Risk Management provides this service at no charge to the departments.

SUPERVISORIAL DISTRICTS: All

PRESENTER: Pamela H. Thompson, Risk Manager, 386-8620

Record of Action of the Board of Supervisors

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